Training Title: Enlisted Promotion System

By: SFC John Drnek, Enlisted Promotions Manager

GOALS:
To have a better understanding of the Enlisted Promotion System

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LEARNING OBJECTIVES:

Counsel enlisted solders on the promotion process

Address the need for soldiers to attend NCOES training

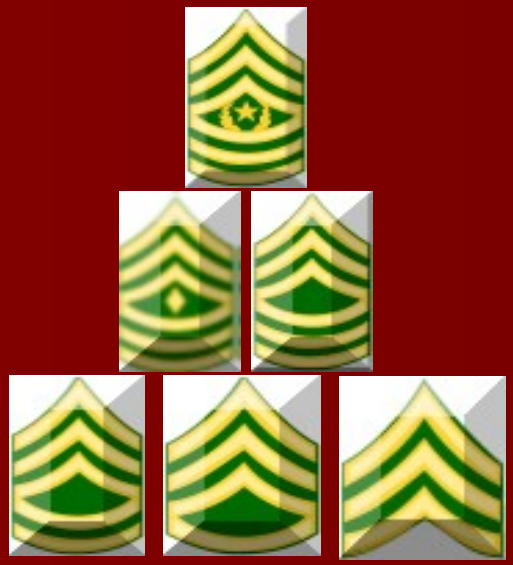
Understand the Leadership Selection Process

Understanding promotion points and how to get them

What is EPS? What do they do?

- EPS establishes the eligibility criteria for promotion
- EPS provides for a semi centralized board(BN. Level) for SGT and SSG
- EPS conducts a centralized board for SFC-CSM
- EPS computes the scores and publishes a Standing Promotion List
- EPS conducts the Qualitative Retention Board(QRB)

Enlisted Promotion System
(EPS)



1SG JAMIE CLARK DPER- Enlisted Personnel NCOIC

SFC JOHN DRNEK Enlisted Promotions Systems Manager SSG KEVIN DEMARCUS SSG DONYA BENTLEY SGT ANTONETTE MILES SPC SACKSITH CHANTHARA

1 Position open

How Many Promotions

- From 1 April to 5 Jan EPS promoted 924 TNARNG Soldiers in the grades of SGT to CSM. This number does not include soldiers that have accepted an Exception to Policy (No-Fill) . Those soldiers have been placed in the slots but cannot be promoted until they become qualified

iPERMS

- iPERMS has become a very important part of your military career.
- Paper copies are no longer used in your OMPF, everything is scanned into your iPERMS account.
- Please check your iPERMS frequently and encourage your soldiers to check their accounts to ensure the information is in there and correct.
- For missing information contact your RNCO

REF: AR 600-8-19, Chapter 7, dtd 20 March 2008

E7 through E9 boards are centralized at Smyrna or Nashville.

M-day or Technicians that do not circle any Mileage Range will be considered Statewide.

AGR soldiers are CONSIDERED STATEWIDE only.

Soldiers will be considered in their CPMOS which is usually their Primary MOS.

Soldiers may request on a DA Form 4187 to be considered in a new CPMOS if there are compelling reasons. The request must be approved 30 days prior to the board date by the G-1. The request will be directed thru command channels to the G-1 for approval. A copy of the approved request will be placed with the packet. Previously approved requests should be attached to the packet for submission.

If the CPMOS is different than their PMOS and there is not an approved 4187 the soldier will be considered in their PMOS.

AWARDS, what is Considered

- Fields 14 thru 23 are for Awards, up to a maximum of 10 (75 points maximum). This field is for individual awards only and does not include unit citations, the Good Conduct or comparable RC equivalent medals, nor Federal or State service or training medals and ribbons, and most badges.
- (you don’t want an award on the 4100 that is not worth points)

Federal Awards	Points
Armed Forces Expeditionary Medal	5
Civilian Service in Vietnam Medal	5
Driver and Mechanic Badge	5
Korean Service Medal (Historical)	5
Liberation of Kuwait (Kuwait)	5
Liberation of Kuwait (Saudi Arabia)	5
Southwest Asia Service Medal	5
SW Asia Service Medal w/Bronze Svc Star	5
Tomb of the Unknown Soldier ID Badge	5
Vietnam Campaign Medal	5
Vietnam Service Ribbon	5
Coast Guard Res Meritorious Svc Ribbon	10
Combat Action Badge	10
Combat Infantry Badge	10
Combat Medical Badge	10
Combat Readiness Medal	10
Expert Field Medical Badge	10
Expert Infantry Badge	10
Global War on Terrorism Svc Medal	10
Gold Life Saving Medal	10
Naval Reserve Meritorious Svc Medal	10
Prisoner of War Medal	10
Silver Life Saving Medal	10
Afghanistan Campaign Medal	12
Global War on Terrorism Expeditionary Med	12
Iraq Campaign Medal	12
Air Force Achievement Medal	15
Army Achievement Medal	15
Coast Guard Achievement Medal	15
Coast Guard Ach Med w/Cbt Disting Device V	15
Joint Service Achievement Medal	15
Navy Achievement Medal	15
Navy Achmt Medal w/Cbt Disting Device V	15
Air Force Commendation Medal	20
Air Medal	20
Air Medal w/Cbt Disting Device V	20

Federal Awards Cont'd	Points
Army Commendation Medal	20
Army Com Medal w/Disting Device V	20
Coast Guard Commendation Medal	20
Joint Service Commendation Medal	20
Joint Svc Com Medal w/Cbt Disting Svc V	20
Navy Commendation Medal	20
Navy Com Medal w/Cbt Disting Device V	20
Air Res Forces Meritorious Svc Medal	25
Defense Meritorious Service Medal	25
Meritorious Service Medal	25
Bronze Star Medal	30
Bronze Star w/Cbt Disting Device V	30
Purple Heart	30
Air Force Cross	35
Airmans Medal	35
Coast Guard Distinguished Svc Medal	35
Coast Guard Medal	35
Defense Distinguished Service Medal	35
Defense Superior Service Medal	35
Distinguished Flying Cross	35
Distinguished Service Cross	35
Distinguished Service Medal	35
Legion of Merit	35
Legion of Merit w/Cbt Distin Device V	35
Medal of Honor	35
Navy and Martine Corps Medal	35
Navy Cross	35
Silver Star	35
Soldiers Medal	35
State Awards	
TN Distinguished Service Medal	35
TN Adjutant General's Ribbon for Valor	35
TN AG Distinguished Patriot Medal	25
TN Recruiting Merit Ribbon	20
TN Commendation Medals	20
TN Achievement Medals	15

Figure 3-3
Points for Federal and State Awards

Weapons/APFT

- Weapons Cards need to have: Name, SSN and the date of the test was administered with the scorers signature. *Weapons cards that are issued as “printouts” still need to have a verifying signature.
- Readiness NCO’s should ensure that PT and Weapons scores are keyed into the UPS(Unit Personnel System) prior to the 4100’s being generated. This will minimize pen and ink changes and ensure accuracy.
- These should also be scanned into iPERMS but may also be attached to the packet for verification of any line thru changes
- IT IS VERY IMPORTANT FOR SOLDIERS TO CHECK THEIR iPERMS ACCOUNT

How long are they good for?

- Weapons qualifications are good for 2 training years. A training year is 1 Oct -30 Sept. So if you qualify in June 2008 it is good for training year 2008 and 2009 and you will need to qualify again as of Oct 1, 2009.
- APFT are good for 18 months Mday and 8 months AGR.

HOW FAR TO TRAVEL???

- Item 29d on the NGB 4100-1-R-E is your mileage selection.
- Miles are figured from your HOR that is in SIDPERS to the zip code of the unit with the vacancy using Map quest.
- Once selected you may not change your mileage selection until the next years board
- If a vacancy opens and you have selected 50 miles and from map quest shows it is 51.2 miles it will not be offered to you.

While we are this subject .....

- The home address and phone numbers that EPS uses are drawn from SIDPERS. This information need to be kept current. An updated ALERT Roster is a good thing but if the information is not correct in SIDPERS EPS could be figuring the mileage from the wrong address.

OR

- If a unit is trying to contact you to offer you a promotion, and the phone numbers in SIDPERS are not right, it is possible you could get bypassed. EPS will make every possible effort to make contact with a soldier before we bypass them but don’t put yourself or a soldier in your unit in the position to get skipped. A DA4187 is needed to update SIDPERS information.

SIDPERS should have current

- HOME ADDRESS
- Home phone number
- Work Number
- Next of Kin

If any of this information changes you need to submit a 4187 to update SIDPERS

Photos are required

- DA photos are required to be in iPERMS for E-6 and above.
- DA Photos need to meet the requirements set forth in AR 640-30 para 8 dtd 10 Apr 2006
- Photos Labs are located in Jackson, Knoxville, Chattanooga, Johnson City and Nashville
- Call 615-313-2621 for information on getting your DA photo.

TARNGR 600-1 was rescinded effective 1Feb 2005. This move now allows marginal rated soldiers and also soldiers who may have a NO in values to be boarded.

AR 600-8-19 para 7-33 addressees denying soldiers consideration for promotion

NGB 4100-1-R-E

ENLISTED PROMOTION POINT WORKSHEET PRN:

(For use of this form, see NGR 600-200. The proponent agency is NGB-ARP-PE)

Section I - Personnel System Data

1) 2) 3 4)

5) PMOS/CPMOS: / 6) DOB: 7) DOR:

8) PEBD: 9) BESD: 10) ETS: 11-12) Technician/AGR:

Section II - Awards (14-23)

Total awards:

Section III - Training and Education Data

24) Weapons Qualification/Date.....{ / }

25) APFT score/Date.....{ / }

26) Other resident training weeks....{ }

27) Self-development course hours/diplomas{ / }

28) Post-secondary semester hours....{ }

Section IV - Verification

29. I **do** { } **do not** { } want to be considered for promotion and military education.

a. I **do** { } **do not** { } want to be considered for Guest Instructor Positions at 117th RTI.This will have no bearing on my promotion opportunities.

b. I **do** { } **do not** { } want to be considered for First Sergeant

c. I **do** { } **do not** { } want to be considered for Command Sergeant Major

d. I **have** { } **have not** { } attached an *approved* request for considered in a new PMOS/CPMOS

e. I will travel no farther than **50 75 100 125 150 200 300 400** miles or **Statewide** from my home of record to accept an assignment. **(AGR must select "Statewide")**

f. I have verified this information.

Soldier's signature and date

Section V - Appraisal

30) Board Member.....{ } 31) Board Member.....{ } 32) Board Member.....{ }

33) Board Member.....{ } 34) Board Member.....{ }

Section VI - Total Score and Verification

a. Field 8: Time in grade	{ }	75 points maximum
b. Field 9: Time in service	{ }	75 points maximum
c. Field 14-23: Awards	{ }	75 points maximum
d. Field 24: Weapons qualification	{ }	75 points maximum
e. Field 25: APFT	{ }	75 points maximum
f. Field 26: Other resident courses	{ }	75 points maximum
g. Field 27: Self-dev crs (add 5 pts for 1 diploma)	{ }	75 points maximum
h. Field 28: Post-secondary courses	{ }	75 points maximum
i. Field 30-34: Promotion Board Score	{ }	400 points maximum
Total Score	{ }	1000 points maximum

Recorder: signature and date

Verifier: signature and date

NGB Form 4100-1-R-E dated 9May2007

- You will also notice a new item has been added to the NGB 4100. Block 29a asks if a soldier wants to be considered for guest instructor position at 117th RTI. This block will have no bearing either way on a soldiers chance for promotion. EPS was asked for a way to generate names of soldiers who may be interested in being an instructor. Some soldiers who meet the strict requirements from the proponent school houses may be asked by the RTI to be a guest instructor. If they meet the requirements the soldier may then ask their unit to attend the Instructors Training Course.

How do I get points?

- Each soldier may obtain a maximum of 600 Administrative points. You can obtain a maximum of 75 points for each category;
- Time in Grade 5 points for each full year from your DOR
- Time in Service 3 points per year of service
- Awards(not all awards are worth points)
- APFT (must be within 18 months 8 months for AGR)
- Weapons Qualification (good for 2 training years) you get:
- 75 points Expert,
- 50 points Sharpshooter
- 25 points Marksman
- Military Education 5 points per full week(5 days or 40 hours) for military resident courses other than NCOES
- Self development courses (correspondence courses)
- 1 point for each 5 credit hours and 5 points for each diploma that has 5 sub courses or 25 credit hours
- Civilian Education 1 point for each semester hour up to 60 hours. You get 75 points for a Bachelors Degree

- Soldiers must sign and date the NGB Form 4100-1-R-E, the commander or their designee can sign for the soldier but should verify the information with the soldier. board.

What your signature means

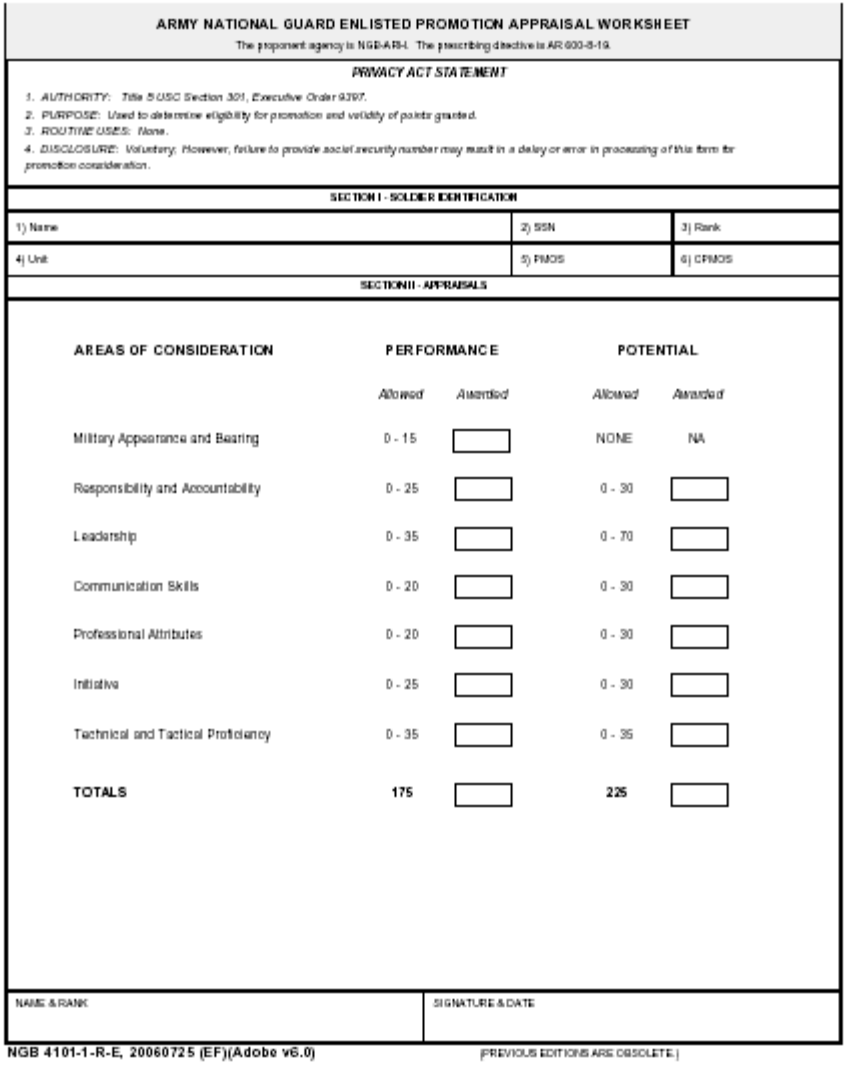
- When you sign your 4100, you are saying it is correct and you agree with it.
- If it is wrong tell you RNCO and do a line thru correction, HOWEVER all line thrus must have documentation either in iPERMS or attached to the packet.
- An incorrect 4100 may cause you to be on the wrong SPL or loose those valuable points

NGB 4101-R-E

- Each board panel will consist of 3 to a maximum of 5 voting members.

  Each member will award you points, the recorder will total your points and divide them by the number of voting panel members. This will be your board score.

NGB 4101-1-R-E



ARMY NATIONAL GUARD ENLISTED PROMOTION APPRAISAL WORKSHEET

The proponent agency is NGB-ARH. The prescribing directive is AR 600-8-19.

PRIVACY ACT STATEMENT

1. *AUTHORITY: Title 5 USC Section 301, Executive Order 9397.*
2. *PURPOSE: Used to determine eligibility for promotion and validity of points granted.*
3. *ROUTINE USES: None.*
4. *DISCLOSURE: Voluntary. However, failure to provide social security number may result in a delay or error in processing of this form for promotion consideration.*

SECTION I - SOLDIER IDENTIFICATION

1) Name	2) SSN	3) Rank
4) Unit	5) PMOS	6) CPMOS

SECTION II - APPRAISALS

AREAS OF CONSIDERATION	PERFORMANCE		POTENTIAL	
	Allowed	*Awarded*	*Allowed*	*Awarded*
Military Appearance and Bearing	0 - 15		NONE	NA
Responsibility and Accountability	0 - 25		0 - 30	
Leadership	0 - 35		0 - 70	
Communication Skills	0 - 20		0 - 30	
Professional Attributes	0 - 20		0 - 30	
Initiative	0 - 25		0 - 30	
Technical and Tactical Proficiency	0 - 35		0 - 35	
TOTALS	**175**		**225**	

NAME & RANK	SIGNATURE & DATE

NGB 4101-1-R-E, 20060725 (EF)(Adobe v6.0) (PREVIOUS EDITIONS ARE OBSOLETE.)

ARE YOU A LEADER? Do you want to be considered for 1SG and CSM?

- Item 29b and 29c are to be checked if you want to be considered for leadership positions.
- Leadership Boards are conducted by the States Senior Enlisted Leaders
- Soldiers considered for these positions must score 189(70%) out of 270 points on the CSM/1SG Eligibility Score sheet

CSM/1SG Eligibility Board

Privacy Act Statement

1. AUTHORITY: Title 5 USC Section 301, Executive Order 9397.
2. PURPOSE: Used to determine eligibility.
3. ROUTINE USES: None.
4. DISCLOSURE: Voluntary; However, failure to provide social security number may result in a delay or error in processing of this form for eligibility.

1) Name	2) SSN	3) Rank
4) Unit	5) PMOS	6) CPMOS

AREAS OF CONSIDERATION

1. Deployability (If "No Go", do not continue)	Go / No Go
2. Breadth and variety of experiences in various NCO Leadership and staff positions and levels of responsibility.	0-70 _____
3. Professional Attributes, Technical and Tactical Competence, Efficiency and Performance.	0-60 _____
4. Physical Condition, Fitness, Appearance and Training.	0-50 _____
5. Military and Civilian Education and Training.	0-25 _____
6. Awards, Decorations and Commendations.	0-25 _____
7. Length of Service and Maturity.	0-20 _____
8. Moral Standards and Integrity.	0-20 _____
	Total _____
Maximum Possible Points: 270 points	

NAME & RANK	SIGNATURE & DATE

Once you are boarded for Leaderships Positions and the score sheet is added up, you are either a select or non-select.

If you score 189 or above you will be placed on the CSM or 1SG SPL and also boarded for your CPMOS

If you are a Non-Select you will still be boarded in your CPMOS and placed on that SPL only

NCOES

- These numbers are as of 12 January 2009. They are staggering and show that we are lacking in getting our SGT's – SFC's NCOES Qualified. Although NCOES is not a requirement for the soldiers present grade, it is a requirement if the soldier wants to get promoted.

SGT’s

- 2137 total E-5s in the TNARNG
- 833 NCOES Qualified (includes 26 NCOES qualified due to DOR prior to 1 OCT 1992
- 1304 SGT’s not qualified for promotion due to NCOES

SSG’s

- 1237 total SSG’s in TNARNG
- 478 NCOES Qualified (includes 17 NCOES qualified due to DOR prior to 1 Oct 1992
- 759 SSG’s not qualified for promotion due to NCOES

SFC’s

- 638 total SFC’s in the TNARNG
- 346 NCOES Qualified(includes 2 NCOES qualified due to DOR prior to 1 Oct 1992)
- 292 SFC’s not qualified for promotion due to NCOES

Adding it all up

- 4012 total SGT thru SFC
- 2355 SGT thru SFC not qualified for promotion because of NCOES

- We all need to be looking at getting these soldiers in school.

NCOER

New Regulation AR 623-3, dtd 10 August 2007.

Starting with the 2007 board cycle the new DA Form 2166-8, dtd March 2006 will be used.

The Soldier, Rater, Senior Rater and Review must have a .MIL or .GOV email address.

All NCOERS must be done by regulation or it WILL NOT be used by the board.

Mandatory

NCO EVALUATION REPORT

For use of this form, see AR 623-3; the proponent agency is DCS, G-1.

FOR OFFICIAL USE ONLY (FOUO)
SEE PRIVACY ACT STATEMENT
IN AR 623-3

PART I - ADMINISTRATIVE DATA

a NAME *(Last, First, Middle Initial)*	b SSN	c RANK ( )	d DATE OF RANK	e PMOSC
f 1 UNIT ORG STATION ZIP CODE OR APO		f 2 STATUS CODE	g REASON FOR SUBMISSION	

h. PERIOD COVERED FROM *YEAR MONTH DAY*	h. PERIOD COVERED THRU *YEAR MONTH DAY*	i RATED MONTHS	j NON-RATED CODES	k NO OF ENCL	l RATED NCO'S EMAIL ADDRESS *(.gov or .mil)*	m UIC	n CMD CODE	o PSB CODE

PART II - AUTHENTICATION

a NAME OF RATER *(Last, First, Middle Initial)*	SSN	SIGNATURE	DATE *(YYYYMMDD)*
RANK PMOSC/BRANCH ORGANIZATION DUTY ASSIGNMENT		RATER'S AKO EMAIL ADDRESS *(.gov or .mil)*	
b NAME OF SENIOR RATER *(Last, First, Middle Initial)*	SSN	SIGNATURE	DATE *(YYYYMMDD)*
RANK PMOSC/BRANCH ORGANIZATION DUTY ASSIGNMENT		SENIOR RATER S AKO EMAIL ADDRESS *(.gov or .mil)*	
c NAME OF REVIEWER *(Last, First, Middle Initial)*	SSN	SIGNATURE	DATE *(YYYYMMDD)*
RANK PMOSC/BRANCH ORGANIZATION DUTY ASSIGNMENT		EVIEWER'S AKO EMAIL ADDRESS *(.gov or .mil)*	

d ☐ CONCUR WITH RATER AND SENIOR RATER EVALUATIONS ☐ NONCONCUR WITH RATER AND/OR SENIOR RATER EVAL *(See attached comments)*

e RATED NCO: I understand my signature does not constitute agreement or disagreement with the evaluations of the rater and senior rater. I further understand my signature verifies that the administrative data in Part I, the rating officials in Part II, the duty description to include the counseling dates in Part III, and the APFT and height/weight entries in Part IVc are correct. I have seen the completed report. I am aware of the appeals process of AR 623-3.

SIGNATURE | DATE *(YYYYMMDD)*

PART III - DUTY DESCRIPTION *(Rater)*

a PRINCIPAL DUTY TITLE	b DUTY MOSC

c DAILY DUTIES AND SCOPE *(To include, as appropriate, people, equipment, facilities and dollars)*

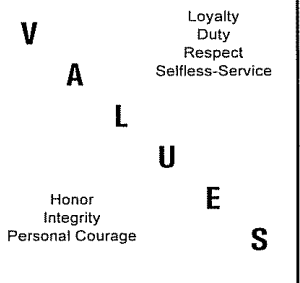
d AREAS OF SPECIAL EMPHASIS

e APPOINTED DUTIES

f COUNSELING DATES	INITIAL	LATER	LATER	LATER

PART IV - ARMY VALUES/ATTRIBUTES/SKILLS/ACTIONS *(Rater)*

a. ARMY VALUES. Check either "YES" or "NO" *(Comments are mandatory for "No" entries; optional for "Yes" entries.)*



	YES	NO
1 LOYALTY: Bears true faith and allegiance to the U S Constitution, the Army, the unit, and other soldiers		
2 DUTY: Fulfills their obligations		
3 RESPECT/EO/EEO: Treats people as they should be treated		
4 SELFLESS-SERVICE: Puts the welfare of the nation, the Army, and subordinates before their own		
5 HONOR: Lives up to all the Army values		
6 INTEGRITY: Does what is right - legally and morally		
7. PERSONAL COURAGE: Faces fear, danger, or adversity *(physical and moral)*.		

Bullet comments

RATED NCO'S NAME *(Last, First. Middle Initial)*	SSN	THRU DATE

PART IV *(Rater)* - VALUES/NCO RESPONSIBILITIES

Bullet comments are mandatory.
Substantive bullet comments are required for "EXCELLENCE" or "NEEDS IMPROVEMENT."

b COMPETENCE
- o Duty proficiency; MOS competency
- o Technical & tactical; knowledge. skills. and abilities
- o Sound judgment
- o Seeking self-improvement; always learning
- o Accomplishing tasks to the fullest capacity; committed to excellence

EXCELLENCE *(Exceeds std)* ☐ SUCCESS *(Meets std)* ☐ NEEDS IMPROVEMENT *(Some)* ☐ *(Much)* ☐

c PHYSICAL FITNESS & MILITARY BEARING
- o Mental and physical toughness
- o Endurance and stamina to go the distance
- o Displaying confidence and enthusiasm; looks like a soldier

EXCELLENCE *(Exceeds std)* ☐ SUCCESS *(Meets std)* ☐ NEEDS IMPROVEMENT *(Some)* ☐ *(Much)* ☐

APFT | HEIGHT/WEIGHT /

d LEADERSHIP
- o Mission first
- o Genuine concern for soldiers
- o Instilling the spirit to achieve and win
- o Setting the example; Be. Know. Do

EXCELLENCE *(Exceeds std)* ☐ SUCCESS *(Meets std)* ☐ NEEDS IMPROVEMENT *(Some)* ☐ *(Much)* ☐

e TRAINING
- o Individual and team
- o Mission focused; performance oriented
- o Teaching soldiers how; common tasks. duty-related skills
- o Sharing knowledge and experience to fight. survive and win

EXCELLENCE *(Exceeds std)* ☐ SUCCESS *(Meets std)* ☐ NEEDS IMPROVEMENT *(Some)* ☐ *(Much)* ☐

f RESPONSIBILITY & ACCOUNTABILITY
- o Care and maintenance of equipment/facilities
- o Soldier and equipment safety
- o Conservation of supplies and funds
- o Encouraging soldiers to learn and grow
- o Responsible for good. bad. right & wrong

EXCELLENCE *(Exceeds std)* ☐ SUCCESS *(Meets std)* ☐ NEEDS IMPROVEMENT *(Some)* ☐ *(Much)* ☐

PART V - OVERALL PERFORMANCE AND POTENTIAL

a RATER Overall potential for promotion and/or service in positions of greater responsibility

AMONG THE BEST ☐ FULLY CAPABLE ☐ MARGINAL ☐

b RATER List 3 positions in which the rated NCO could best serve the Army at his/her current or next higher grade

_____
_____
_____

e SENIOR RATER BULLET COMMENTS

c SENIOR RATER Overall performance ☐☐☐ ☐ ☐

1 2 3 Successful | 4 Fair | 5 Poor

d SENIOR RATER Overall potential for promotion and/or service in positions of greater responsibility ☐☐☐ ☐ ☐

1 2 3 Superior | 4 Fair | 5 Poor

Who boards you when you volunteer for deployment?

- If a unit has soldiers deployed with another unit, in state or out of state, it is still your responsibility to make sure those soldiers get boarded. The Commander may sign for the soldier if they are not available. The soldier needs to be notified by email or phone to concur. RNCO’s should make every effort to verify the 4100 with the soldier.
- Remember these soldiers are going to be coming back to you when they return.
- Every soldier deserves the opportunity to be considered for promotion

If you volunteer for deployment you will have a home when

4-29. Assigning soldiers to units being called or ordered to active duty

a. Soldiers may volunteer for assignment to units under alert for call or order to active duty for any purpose. State AGs will prescribe policies and procedures to assign soldiers to vacant authorized positions in units alerted for active duty. Assignments will be in the grade and MOS required for the position. Soldiers with SMOS or AMOS required for these duties will have their MOSs redesignated as primary for this purpose effective on the date of assignment to the unit.

b. States that approve volunteers for assignments in a above will ensure that these soldiers have positions to return to upon completion of the duty. On the day after REFRAD, return these soldiers to their original unit and duty position.

c. Soldiers reduced to enter these tours will be promoted to their former grades, without board action, effective on their date of return per AR 600-8-19, paragraph 7-14d unless prohibited by that paragraph.

d. All soldiers known to have, or whom commanders have reasonable cause to believe have, a qualifying conviction are not mobilization assets and are nondeployable for missions that

45

Implementation Policy NGR 600-200, 1 October 2006

SECURITY CLEARANCE

- AR 600-8-19 para 1-15 says:

  PROMOTION TO MSG and SGM REQUIRES AN INTERIM SECRET CLEARANCE OR HIGHER

If you are selected:

- you are offered a TN Form 0300 (Promotion Acceptance/Declination):
- If you decline you will be REMOVED from the current SPL if within your mileage range unless:
  - You are a unit technician
  - There is a MOS compatibility issue (technicians only)
  - An Additional skill identifier (ASI) of Sniper is required (11B)
- It’s not a guarantee, you must meet the requirements before you are promoted:
- No FLAGS
- NCOES
- SECURITY CLEARANCE if MOS requires
- Service remaining obligation(1 year for SGT and SSG: 2 years for SFC-SGM)

If the SPL is exhausted

- If the SPL for a MOS is exhausted EPS will check for soldiers that have the requested MOS as a Secondary or Additional MOS and are on the SPL under their Primary MOS. If any are identified and are within their mileage, a secondary list will be compiled in the order of their points. The position will be offered to those soldiers
- A soldier that turns down a promotion opportunity in their SMOS or AMOS WILL NOT be removed from the SPL

No soldiers on Secondary list

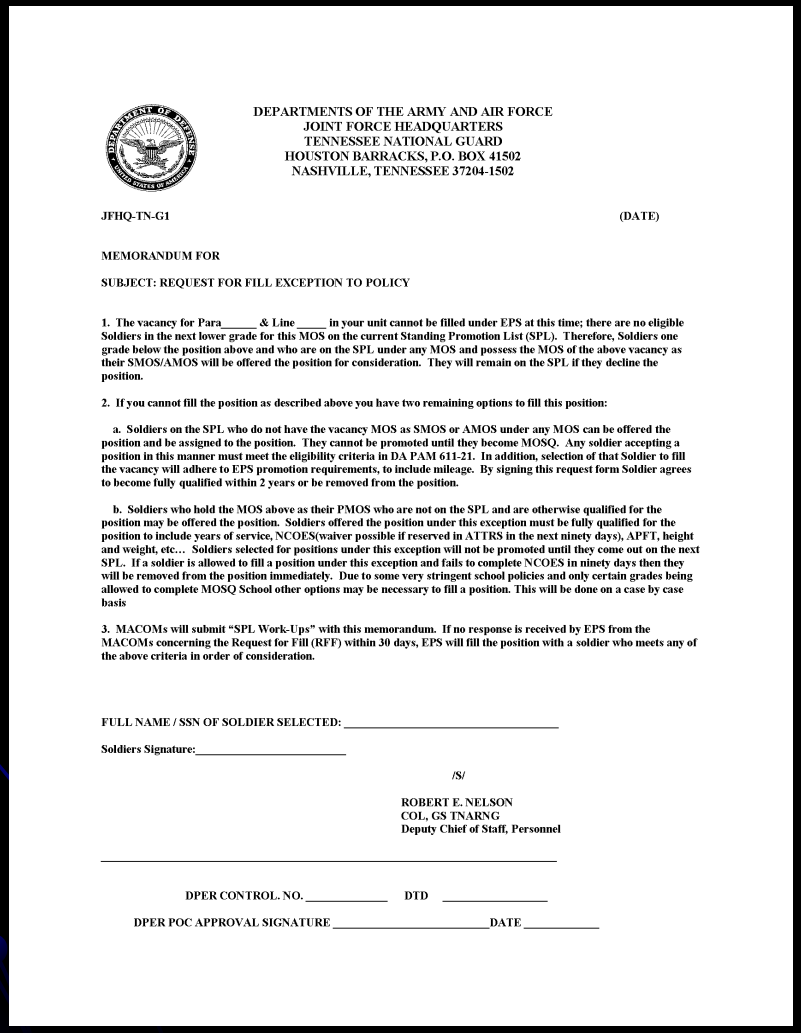
- If there are no eligible soldiers identified on the Secondary list or if they turn down the promotion opportunity an Exception to Policy Letter (ETP or No- Fill) will be issued. There are 2 options with a ETP, they are;

1. Any soldier may be picked that is on the current SPL under another MOS. They will be moved into the position but not promoted until they become MOSQ

OR

- Soldiers who hold the MOS as their PMOS and are not on the SPL but are otherwise fully qualified may be offered the position
- These soldiers will be place in the position but may not be promoted until they come out on the SPL

Exception to Policy Letter (No Fill)



DEPARTMENTS OF THE ARMY AND AIR FORCE
JOINT FORCE HEADQUARTERS
TENNESSEE NATIONAL GUARD
HOUSTON BARRACKS, P.O. BOX 41502
NASHVILLE, TENNESSEE 37204-1502

JFHQ-TN-G1 (DATE)

MEMORANDUM FOR

SUBJECT: REQUEST FOR FILL EXCEPTION TO POLICY

1. The vacancy for Para_____ & Line _____ in your unit cannot be filled under EPS at this time; there are no eligible Soldiers in the next lower grade for this MOS on the current Standing Promotion List (SPL). Therefore, Soldiers one grade below the position above and who are on the SPL under any MOS and possess the MOS of the above vacancy as their SMOS/AMOS will be offered the position for consideration. They will remain on the SPL if they decline the position.

2. If you cannot fill the position as described above you have two remaining options to fill this position:

a. Soldiers on the SPL who do not have the vacancy MOS as SMOS or AMOS under any MOS can be offered the position and be assigned to the position. They cannot be promoted until they become MOSQ. Any soldier accepting a position in this manner must meet the eligibility criteria in DA PAM 611-21. In addition, selection of that Soldier to fill the vacancy will adhere to EPS promotion requirements, to include mileage. By signing this request form Soldier agrees to become fully qualified within 2 years or be removed from the position.

b. Soldiers who hold the MOS above as their PMOS who are not on the SPL and are otherwise qualified for the position may be offered the position. Soldiers offered the position under this exception must be fully qualified for the position to include years of service, NCOES(waiver possible if reserved in ATTRS in the next ninety days), APFT, height and weight, etc… Soldiers selected for positions under this exception will not be promoted until they come out on the next SPL. If a soldier is allowed to fill a position under this exception and fails to complete NCOES in ninety days then they will be removed from the position immediately. Due to some very stringent school policies and only certain grades being allowed to complete MOSQ School other options may be necessary to fill a position. This will be done on a case by case basis

3. MACOMs will submit "SPL Work-Ups" with this memorandum. If no response is received by EPS from the MACOMs concerning the Request for Fill (RFF) within 30 days, EPS will fill the position with a soldier who meets any of the above criteria in order of consideration.

FULL NAME / SSN OF SOLDIER SELECTED: _____

Soldiers Signature:_____

/S/

ROBERT E. NELSON
COL, GS TNARNG
Deputy Chief of Staff, Personnel

_____

DPER CONTROL. NO. _____ DTD _____

DPER POC APPROVAL SIGNATURE _____DATE _____

If you accept a promotion while deployed to a unit scheduled to deploy you will go UU

6-16. Acceptance!Declination of Promotion While Mobilized or During Dwell Time.
Soldiers who are currently deployed, or who have recently returned from deployment, will be considered for promotion opportunities. These Soldiers
heroes and should not be disregarded solely on the fact that they may not be available deploy with the gaining unit.

a. In accordance with the Personnel Policy Guidance (PPG), Soldiers are offered one month of stabilization for each month deployed. Therefore, to ensure compliance with the PPG, the following policy will be followed when filling enlisted position vacancies:

(1) Soldiers who fall into one of the categories listed above and who accept a position in another unit, will agree that they will deploy with the unit during the time of deployment.
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(2) Soldiers, who fall into one of the categories listed above who decline the position will not be removed from the list.

b. This policy only applies to Soldiers listed above and acceptance/declination of positions by all others will be in accordance with chapter 7, AR 600-8-19

c. Submit requests for exception to policy through channels to the Assistant Adjutant General.

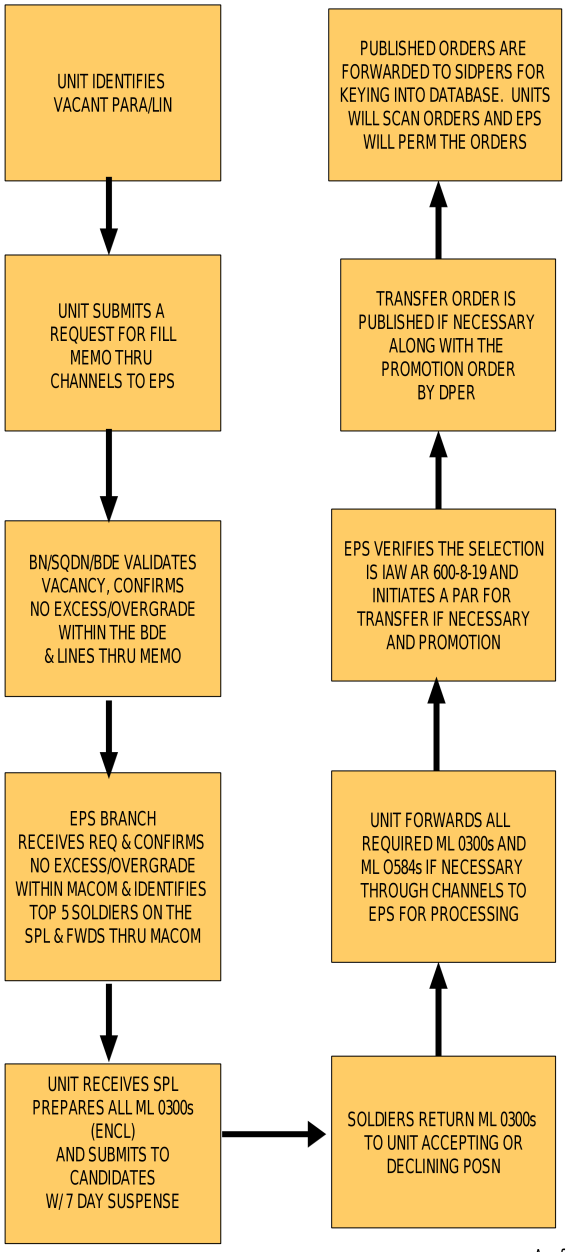
Effective 20 Jan 2009 STABILIZATION upon promotion is in effect

6-14. Stabilization upon Promotion. Soldiers will be stabilized within the accepted duty position for a period of twelve months from the effective date of transfer to the unit. If the Soldier is promoted while deployed, their stabilization will start from the effective date of transfer to the unit after REFRAD.

a. The TAG may waive the requirements of this paragraph for the needs of the service.

b. Stabilization will not stop a Soldier's Career Progression.

Process To Fill Enlisted Position Vacancies


UNIT IDENTIFIES VACANT PARA/LIN
UNIT SUBMITS A REQUEST FOR FILL MEMO THRU CHANNELS TO EPS
BN/SQDN/BDE VALIDATES VACANCY, CONFIRMS NO EXCESS/OVERGRADE WITHIN THE BDE & LINES THRU MEMO
EPS BRANCH RECEIVES REQ & CONFIRMS NO EXCESS/OVERGRADE WITHIN MACOM & IDENTIFIES TOP 5 SOLDIERS ON THE SPL & FWDS THRU MACOM
UNIT RECEIVES SPL PREPARES ALL ML 0300s (ENCL) AND SUBMITS TO CANDIDATES W/ 7 DAY SUSPENSE
SOLDIERS RETURN ML 0300s TO UNIT ACCEPTING OR DECLINING POSN
UNIT FORWARDS ALL REQUIRED ML 0300s AND ML 0584s IF NECESSARY THROUGH CHANNELS TO EPS FOR PROCESSING
EPS VERIFIES THE SELECTION IS IAW AR 600-8-19 AND INITIATES A PAR FOR TRANSFER IF NECESSARY AND PROMOTION
TRANSFER ORDER IS PUBLISHED IF NECESSARY ALONG WITH THE PROMOTION ORDER BY DPER
PUBLISHED ORDERS ARE FORWARDED TO SIDPERS FOR KEYING INTO DATABASE. UNITS WILL SCAN ORDERS AND EPS WILL PERM THE ORDERS

As of: 10 June 2008

What if I don’t come out on the SPL?

- Contact your First Line Leader who will inquire as to why you are not on the SPL and get you an answer. If you are eligible for a Standby Advisory Board he will begin the process.
- RNCO will get the documents needed for a STAB and forward the packet to JFHQ

BOARD(STAB)

STAB are usually held approx. 90 days after the SPL is published.All qualifications must have been met as of the board date, for example;

- If the board date is 31 March and you graduate BNCOC on 29 March, you are eligible to be boarded by the STAB.
- If you graduate BNCOC on 1April you are not authorized a STAB.

Qualitative Retention Board (QRB)

- The QRB is designed to review and select for retention the best quality enlisted soldiers for retention beyond 20 years service. It is conducted annually during the 2nd quarter of the FY, per Chapter 2 AR 135-205.

QRB Board Composition

- QRB Board Members are appointed by the TAG. By regulation there must 5 voting members and consist of;
- 2 Field Grade Officers one of which must be a COL(or LTC if a COL is not available) to be President of the board
- 3 CSM’s
- One member must be a minority
- One non voting recorder

Who is not Boarded

- AGR soldiers with 15 years or more active service. They will be boarded by a Active duty continuation board
- Flagged soldiers except for HT/WT and APFT flags
- Promoted within last year
- Is within 9 months of reaching age 60
- NGB Tour
- The TAG may direct that deployed soldiers not be boarded
- Soldiers with less than 20 years M-day service

- The QRB is not designed to do the Commanders job for them
- Unit Commanders and 1SG’s need to address sub-par soldiers on a continuing basis.

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- Please, Please, verify the information in your iPERMS account.
- Very Important!!!!!!

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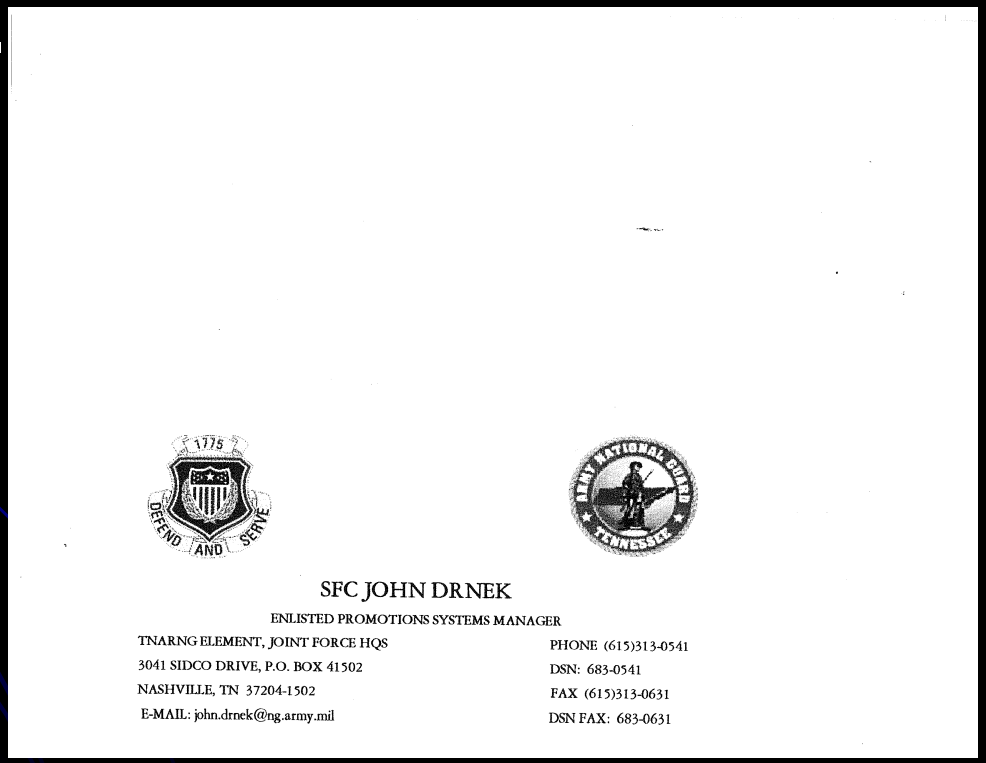
If you cant get an answer using yor chain of command

- Call or email me and I will get you and your chain of command the answer.



Now it’s up to YOU!!!

QUESTIONS???????